



Social Distancing at Work

If you are sick, stay home!

If you are going into work, please help reduce the spread of germs:

- Stay at home whenever possible
- Stop handshaking as a greeting – offer a friendly wave instead
- Hold meetings via video conferencing or phone call
- Defer large meetings to a later date
- Hold essential meetings outside in the open air if possible
- Sneeze and cough into your elbow and use hand sanitizer frequently
- Take lunch at your desk or outside rather than in the lunch room
- Clean and disinfect high touch surfaces regularly
- Consider opening windows and adjusting air conditioning for more ventilation
- Limit food handling and sharing of food in the workplace
- Reconsider non-essential business travel

Claremont EAP provides free and confidential counseling, legal and financial consultations and work/life referrals.

800-834-3773

www.claremonteap.com

positivitycenter.org